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**Rogue Community College District**  
**Board of Education– October 20, 2020 Meeting Minutes**

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1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Shawn Hogan, Board Chair, at 5:02 p.m. on October 20, 2020, via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including Kevin Talbert, Pat Fahey, Roger Stokes, Shawn Hogan, Pat Ashley and Claudia Sullivan.
3. **Zoom Etiquette-** Curtis Sommerfeld explained the Board’s Zoom Etiquette expectations. Participants, aside from Board members and the Senior Leadership team, were asked to mute themselves and have their video turned off. If someone were to cause a distraction or disturbance to the meeting, that person would be dismissed from the meeting. If anyone wished to speak, they were asked to electronically raise their hand as well as type their question into the chat function of the Zoom meeting.
4. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Juliet Long, Kori Ebenhack, Curtis Sommerfeld, August Farnsworth, Bernyne Wright, Chelsea Daugherty, Grant Walker, Greg McKown, Jamee Harrington, Judy Basker, Kim Freeze, Laurie Roe, Lisa Stanton, Mary Middleton, Navarro Chandler, Rene McKenzie, Sally Snyder, Sarah Wofford, Rachelle Brown, and Associated Student Government President Isabelle Pierre.
5. **Public Comment-** None.
6. **College Reports**
  - A. **Finance and Audit Committee-** Roger Stokes stated the enrollment decline has had a significant impact on our revenue. He noted that current fall enrollment is down about 26%. Mr. Stokes commented that staff are working hard and doing a good job to mitigate that impact. We are still not sure what our state funding will be and we need to prepare for a challenging biennium.
  - B. **Written Report(s)-**
    - a. **Student Government-** Isabelle Pierre noted that the Associated Student Government (ASG) team has been working diligently to connect with students. She said that despite needing to be completely online, there are several clubs that are active this year. Shawn Hogan commended ASG and the student body on taking a proactive stance on supporting our community through Ospreys of Southern Oregon (see file).
    - b. **Classified Association** (no written report)- Sarah Wofford stated that they are at the end of their current layoff process. She noted that some people were able to move into different positions within the college.

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***Rogue Community College District  
Board of Education– October 20, 2020 Meeting Minutes***

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- c. **Faculty Association-** Mary Middleton highlighted items from her written report (see file). Their major concern is the current Campus Nexus Student (CNS) system and its effect on RCC enrollment. Ms. Middleton extended an invitation to any Board member who would like to attend the virtual RCCEA Koffee Klatches that occur on the third Wednesday of the month.
- d. **Faculty Senate-** No one was present to comment.

**7. President’s Report**

- A. **Monthly Calendar and Narrative-** President Kemper-Pelle highlighted items from her written report (see file). She discussed Representative Pam Marsh’s Southern Oregon Educational Partnership Group and how this group has identified the importance of data sharing among K-12, community colleges, and universities. Currently RCC and Grants Pass school district are able to share data, but it is something that could be utilized across the state. The next meeting will take place in early November, and President Kemper-Pelle will keep the Board updated on any new developments from that meeting. President Kemper-Pelle then discussed a grant called Oregon Strong Start to Finish that supports the redesign of developmental math.
- B. **Campus Nexus Update-** We are currently in the process of testing the October update. The goal is to have fixes in place in time for winter term registration. President Kemper-Pelle has been in contact with Anthology COO, Kevin Knight, to come up with creative solutions to the current CNS issues. She has also been in contact with attorneys to go over our legal options. The Board asked that President Kemper-Pelle keep them updated on a weekly basis on the continuing CNS situation, especially with regard to progress being made and what areas are still not functioning properly.
- C. **Bond Oversight Committee (BOC)-** President Kemper-Pelle stated that the City of Grants Pass has rejected our request to waive the Grants Pass development fee for our Water Project. She is going to work with RCC board member Pat Fahey from Josephine County to appeal this decision directly to the mayor of Grants Pass. Greg McKown highlighted items from his written report (see file). The Redwood Campus (RWC) Science Project just entered into Phase 1. Phase 2 will begin on campus on November 19<sup>th</sup>, and Marketing has been provided a traffic control plan for RWC. Mr. McKown is working with Pacific Power to upgrade power to RWC for this project. A design development and cost estimate for the Science Project will be presented to the Bond Oversight Committee on October 28<sup>th</sup>. Curtis Sommerfeld noted that construction material prices have risen in general due to the COVID-19 pandemic.

**8. Board Action and/or Information Items**

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***Rogue Community College District  
Board of Education– October 20, 2020 Meeting Minutes***

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- A. Review Board Policy: BP 2432 College President Succession (First Reading)
  - a. No comments.
- B. Adopt Board Policy: BP 3550 Drug Free Environment and Drug Prevention Program (Second Reading)
- C. Adopt Board Policy: BP 3560 Alcoholic Beverages (Second Reading)

Pat Ashley moved, seconded by Kevin Talbert, that the Board adopt items 8.B-8.C, as presented.

**The motion unanimously carried.**

**9. Foundation and Senior Management Team Reports**

- A. Foundation- Judy Basker highlighted items from her written report (see file). She noted that due to the COVID-19 pandemic, fundraising will be very low compared to other years. Ms. Basker added that a new scholarship is being created to honor late RCC Board member Ron Fox. Shawn Hogan thanked the Foundation on behalf of the Board for that new scholarship.
- B. Senior Leadership Team (no written report)- Pat Fahey asked Kori Ebenhack if financial aid is being properly reported to the federal government. Ms. Ebenhack responded that our return to Title IV report is being done in RogueNet and is going well. There are still some difficulties with the calculations for our satisfactory academic progress report.
- C. Institutional Research Effectiveness & Planning (IREP)- Laurie Roe highlighted items from her written report (see file). Ms. Roe noted that in addition to their regular workload, the IREP staff are providing additional reports and support to those working on CNS. Staff across different divisions are collaborating on innovative solutions for enrollment and registration. Ms. Roe added that our CTE enrollment is currently up by 1.4%.

**10. New Business**

- A. RCC District Board Vacancy: Zone 7- The Board discussed this item during the work session prior to the start of this meeting. It is the hope of the Board to use this vacancy as an opportunity to diversify. Rachelle Brown, Assistant to the President-Governance, will work with the Marketing department to create an advertisement for the open position. The position will be widely advertised in our community, and the publication dates will be sent to the Board. Interviews are anticipated to take place during the December board meeting.

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***Rogue Community College District  
Board of Education– October 20, 2020 Meeting Minutes***

---

- B. OSBA Elections- As a member of OSBA we are able to vote in their annual elections. Board members will communicate their recommendations to Shawn Hogan, and he will cast a vote on behalf of the Board.

**11. Old Business-** None.

**12. Approve Consent Agenda**

- A. Meeting Minutes
  - a. July 31, 2020 Special Board Meeting (Retreat)
  - b. September 22, 2020 Special Board Meeting
  - c. September 22, 2020 Regular Board Meeting
- B. Grant Acceptance (none)
- C. Human Resources (none)
- D. Financial Reports
  - a. Monthly Financial Data Report- September 2020
  - b. Quarterly Budget Transfers

Kevin Talbert moved, seconded by Claudia Sullivan, that the Board approve the consent agenda.

**The motion unanimously passed.**

**13. Board Reports**

- A. Executive Committee- Nothing to add.
- B. Facilities Committee- A Facilities Committee meeting will be scheduled soon to discuss building utilization on the Riverside Campus.
- C. OCCA/OSBA- Pat Fahey has agreed to become the new OCCA/OSBA representative. Mr. Fahey attended an OCCA Board Member Training held via Zoom earlier today. President Kemper-Pelle noted the importance of Board members speaking to our legislators about the importance of community colleges. She added that the OCCA annual conference is coming up in the beginning of November, and a schedule has been included in this month's packet (see file).
- D. Board Outreach Committee- Nothing to add.
- E. Marketing Advisory Council- The council will be meeting this Thursday via Zoom. Claudia Sullivan stated that Grant Walker and the Marketing Department have created great items to celebrate RCC's 50<sup>th</sup> anniversary.
- F. RCC Foundation- Claudia Sullivan volunteered to start attending the RCC Foundation meetings and the Board agreed.

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***Rogue Community College District  
Board of Education– October 20, 2020 Meeting Minutes***

---

- G. President’s Performance Review Committee-** A timeline is being created to outline the review process for the 2020/21 AY and will be sent to the committee members soon for review.

Shawn Hogan closed the public meeting at 6:25 p.m.

- 14. Executive Session-** Shawn Hogan called the meeting into Executive Session at 6:26 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 6:37 p.m.

Shawn Hogan reconvened the public meeting at 6:37 p.m.

- 15. Roundtable-**

Pat Ashley hopes that everyone is well.

Claudia Sullivan noted that she enjoyed the virtual grand opening of the Health Professions Center and that you could watch it at any time online.

Pat Fahey stated that he appreciates all of the staff and students at RCC, especially during this difficult time.

Roger Stokes echoed Mr. Fahey’s appreciation, and he hopes that the staff know that they have the support of the Board.

President Kemper-Pelle noted that it is not appropriate for staff and faculty to go around administration and go directly to the Board to express their complaints. Anyone is welcome to attend Board meetings and sign up for public comment. She added that the majority of staff are working very hard to make CNS work. President Kemper-Pelle said that she is thankful for her amazing leadership team.

Shawn Hogan said he understands that it is a stressful world for everyone, and he knows that everyone is strained. He acknowledged the good work that everyone is doing.

- 16. Adjournment-** Shawn Hogan adjourned the meeting at 6:47 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President-Governance.